

CHARTER TOWNSHIP OF DELTA
Public Meeting Room A
Delta Township Administration Building
7710 West Saginaw Highway
Lansing MI 48917

**TOWNSHIP BOARD REGULAR MEETING MINUTES FOR
MONDAY, MARCH 4, 2013**

I. CALL TO ORDER

Supervisor Kenneth Fletcher called the meeting to order at 6:00 p.m.

II. OPENING CEREMONIES – Pledge of Allegiance

III. ROLL CALL

Members Present: Treasurer Howard Pizzo, Trustee Dennis Fedewa, Trustee Karen Mojica, Trustee Doug Kosinski Trustee Jeff Hicks, Clerk Mary Clark, and Supervisor Kenneth Fletcher

Members Absent: None

Others Present: Community Development Director Mark Graham, Township Engineer Gary Arnold, Lt. Jeff Campbell, Fire Chief John Clark, Finance Director Jeff Anderson, Library Director Cherry Hamrick, Township Manager Richard Watkins, and Deputy Manager Jenny Roberts

IV. PRESENTATIONS AND PROCLAMATIONS - None

V. SET/ADJUST AGENDA

TRUSTEE HICKS MOVED THAT THE AGENDA BE APPROVED AS SUBMITTED.

TREASURER PIZZO SUPPORTED THE MOTION. MOTION PASSED 7-0.

VI. PUBLIC HEARINGS - None

VII. COMMUNICATIONS – None

VIII. PUBLIC COMMENTS FOR ITEMS NOT ON AGENDA

Curtis Weiss, 6627 E. Mt. Hope Highway, expressed concerns that the speed limit on Mt. Hope Highway between Royston and Nixon was too high. He noted that

motorist traveled at a high rate of speed along this stretch of the roadway where there were several residential homes and driveways.

Supervisor Fletcher thanked Mr. Weiss for bringing his concerns to the Board's attention and that better enforcement of the speed limit along Mt. Hope Highway may encourage motorists to slow down.

IX. INTRODUCTION OF ORDINANCES – None

X. PASSAGE OF ORDINANCES - None

XI. CONSENT AGENDA

TRUSTEE HICKS MOVED THAT THE CONSENT AGENDA BE APPROVED WITH THE FEBRUARY 18, 2013 MINUTES BEING REMOVED.

TRUSTEE KOSINSKI SUPPORTED THE MOTION.

ROLL CALL:

AYES: TRUSTEE HICKS, TRUSTEE KOSINSKI, TRUSTEE
MOJICA, TREASURER PIZZO, CLERK CLARK, TRUSTEE
FEDEWA, AND SUPERVISOR FLETCHER

NAYS: NONE

ABSENT: NONE

MOTION PASSED 7 TO 0.

1. Bills & Financial Transactions - \$8,105,612.94

TRUSTEE HICKS MOVED THAT THE BILLS & FINANCIAL TRANSACTIONS BE APPROVED IN THE AMOUNT OF \$8,105,612.94.

Bond/Debt Payments	\$ 248,775.00
Investments	\$
Payroll & Related	\$ 306,131.35
Refunds	\$ 11,531.10
Tax Distributions	\$6,758,310.88
Vendor Claims	\$ 780,864.61

TRUSTEE KOSINSKI SUPPORTED THE MOTION. MOTION PASSED 7-0.

2. **Minutes** – February 11, 2013 Committee of the Whole Meeting Minutes

TRUSTEE HICKS MOVED THAT THE FEBRUARY 11, 2013 COMMITTEE OF THE WHOLE MEETING MINUTES BE APPROVED AS PRESENTED.

TRUSTEE KOSINSKI SUPPORTED THE MOTION. MOTION PASSED 7-0.

XII. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

February 18, 2013 Regular Board Meeting Minutes

TRUSTEE HICKS MOVED THAT COUNTY COMMISSIONER HOWARD SPENCE'S COMMENTS BE INCLUDED IN THE MINUTES, PARTICULARLY IN REGARDS TO HIS REFERENCE ABOUT THE POLICE DEPARTMENT'S REPUTATION OF ABUSIVE DISCRETION OF ENFORCEMENT WITHIN THE COMMUNITY, AS WELL AS WITH RESPECT TO HIS MENTION THAT THE ORDINANCES IN QUESTION IN REGARDS TO PROWLING WOULD BE SELECTIVELY ENFORCED AGAINST THOSE WHO HAD DARKER SKIN. MR. HICKS SAID HE WOULD ALSO LIKE HIS REBUTTAL COMMENTS PLACED IN THE MINUTES VERBATIM.

TRUSTEE MOJICA SECONDED THE MOTION.

Trustee Fedewa felt that Commissioner Spence's comments were not a charge against a particular officer or police enforcement agency, but rather his comments were more of a reflection of his experience and background as a civil rights attorney.

Trustee Hicks felt Mr. Spence had made it very clear that he was speaking as a resident and that his actual quote was that the police department here has a reputation here locally, in the community, across Waverly Road, of abusing discretion and subsequently went on to reference Trustee Mojica and the color of her skin regarding her kids being selectively enforced before someone else's. Mr. Hicks said he was requesting that Mr. Spence's comments be reflected accordingly in the minutes based on the recording of the meeting.

Discussion ensued regarding the preparation of Board minutes and the concerns that had been raised in the past regarding verbatim minutes, inaccuracies and misrepresentations that could occur, the selectivity of material contained in the minutes, and the length of minutes.

Trustee Hicks noted that he was not requesting that Board minutes be prepared verbatim, but rather the purpose of the minutes was to capture the essence of what was being said. Mr. Hicks felt it made sense that the information he had requested be part of the record to dispel any misconception that the Township's police force

acted in anyway but appropriately when enforcing ordinances or the law. Mr. Hicks noted that a Board member can request at any time that their quote be included in the minutes.

Trustee Hicks called for the question. Voice vote. Carried 7-0.

The February 18, 2013 Regular Board meeting minutes shall be amended to read:

Trustee Hicks stated that you know I would be remiss if I didn't address a couple of things that were just raised. Mr. Spence, I appreciate your comments. I will tell you that I take great exception to any indication that there is any type of racial profiling or otherwise that goes on with our Sheriff's Department. We have what I consider to be the finest public safety officers here in Delta Township, and to hear their character, integrity and veracity attacked the way that you just did, and I'm sure that you don't believe that you did, but you did. However, you did because you said that they enjoy a reputation of selectively enforcing. If it is in fact the case that criminals fear coming to Delta Township because our deputies aggressively enforce the law, fantastic. Then we've accomplished our job. In terms of your arguments this evening, and you made arguments earlier, about the diversity of our workforce. If you are aware of those who would like to apply, or are qualified, I would urge you to work with Lt. Campbell, because I'm sure that he would be more than happy, as would our Sheriff, to entertain those individuals. The fact that the workforce is not as diverse as you would like it to be, or that it is somehow not representative of the diversity in our township here, I'm not sure that one begets the other in terms of why that is. At the same time, I just think it's a real disservice to our Delta Patrol to leave any implication on the Board relative to any type of enforcement that comes at the hands of skin color. I think that Lt. Campbell would take great exception to that too. So, I appreciate your comments. I don't agree with them. I think they're unfortunate. But I respect your right to get up and offer those comments.

VOICE VOTE. CARRIED 5-2 (PIZZO AND FEDEWA).

XIII. ITEMS ADDED TO AGENDA UNDER SECTION V. SET/ADJUST AGENDA –
None

XIV. ITEMS OF BUSINESS

3. **Municipal Utility Standards** – The Utility and Environmental Committee recommends that the Township Board approve the Municipal Utility Standards.

TREASURER PIZZO MOVED THAT THE TOWNSHIP BOARD ADOPT THE MUNICIPAL UTILITY STANDARDS DOCUMENT WHICH WILL REPLACE THE DOCUMENT TITLED "DELTA TOWNSHIP WATER/WASTEWATER INSTALLATION STANDARDS", AND FURTHER, BE USED AS THE

REQUIREMENT FOR ALL FUTURE MUNICIPAL WATER AND WASTEWATER PROJECTS IN DELTA TOWNSHIP. THE DOCUMENT, THAT THE BOARD REVIEWED, BE APPROVED WITH THE REMOVAL OF SECTION 22 ENTITLED “NORTH AMERICAN MANUFACTURE REQUIREMENTS.

TRUSTEE HICKS SECONDED BY THE MOTION.

Mr. Hicks noted that the rationale behind deleting Section 22 was due to the fact that the Township had experienced problems in the past with pipe fittings coming out of the Asian market in that they were not consistent with the quality that came out of North America, Canada, the United States, and Mexico. However, he noted that since that time, based on the standards that had been adopted, that was no longer a concern and that it took the burden off department officials of having to verify the origin of manufacture.

MOTION PASSED 7-0.

4. **Approval and Acceptance of Ambulance Bid** – The Fire Department recommends that the Township Board approve the bid submitted by Halt Fire, Inc. for one PL Custom Titan 170 ambulance modules.

CLERK CLARK MOVED THAT THE BOARD OF TRUSTEES OF DELTA TOWNSHIP ACCEPT THE BID SUBMITTED BY HALT FIRE, INC. FOR ONE PL CUSTOM TITAN 170 TYPE 1 AMBULANCE MODULES ON 2013 INTERNATIONAL TERRA-STAR CHASSIS (THIS OPTION HAS THE STANDARD PL CUSTOM ELECTRICAL SYSTEM AS AN ALTERNATIVE TO THE V-MUX). THE PRICE FOR EACH OF THESE UNITS PER PUBLISHED SPECIFICATIONS, INCLUDING CLARIFICATIONS, IS \$183,365.00.

TRUSTEE MOJICA SUPPORTED THE MOTION. MOTION PASSED 7-0.

5. **45 Day Referendum Period of Intent to Issue Bonds** – The Manager’s Office recommends that the Township Board adopt the Notice of Intent Resolution for the issuance of Capital Improvement Bonds for Water System Improvements.

TREASURER PIZZO MOVED THAT THE DELTA TOWNSHIP BOARD ADOPT THE NOTICE OF INTENT RESOLUTION FOR THE ISSUANCE OF CAPITAL IMPROVEMENT BONDS FOR WATER SYSTEM IMPROVEMENTS.

Township Engineer Gary Arnold indicated that there were five projects involved for construction in the year 2014. This year’s projects included Broadbent Road, from Barrington Woods to St. Joe Highway, Webster Road in the area of Delta Mills Park, and Huntington Acres. He noted that next year’s projects would include Clairborne Heights, west of Dibble and south of Saginaw

Highway, and Michigan Avenue, from Waverly to Colt Elementary School. Project estimates were approximately \$5 million. Mr. Arnold noted that all of the projects, except for the Broadbent Road project, had experienced significant watermain breaks in the last 10 years.

Trustee Fedewa asked if this was to give the Township options.

Mr. Watkins noted that he had been analyzing how the Township would move forward with that. Initially it was thought that it could be done with cash on hand, but the Township may prefer to issue bonds for both the 2013 and 2014 projects at once due to the bond market and the interest rates at this point. Mr. Watkins noted that a few 2003 bonds had become callable next month which would be discussed at the Utility Committee with the probability that the cash would be used to pay down those bonds which were 5% bonds and issue new bonds closer to the 2.5% interest rate. He noted that this didn't commit the Township to anything, but rather it got the 45 day referendum period going so that decisions could be made as we moved forward.

CLERK CLARK SUPPORTED THE MOTION. MOTION PASSED 7-0.

**Charter Township of Delta
County of Eaton, State of Michigan**

**NOTICE OF INTENT RESOLUTION
GENERAL OBLIGATION CAPITAL IMPROVEMENT BONDS
WATER MAIN REPLACEMENT**

WHEREAS, under the provisions of Section 517 of Act No. 34, Public Acts of Michigan, 2001, as amended ("Act 34") a township may issue municipal securities to pay the cost of any capital improvement items within the limitations provided by law; and

WHEREAS, the Charter Township of Delta, County of Eaton, State of Michigan (the "Township") has determined that it is necessary for the public health, safety and welfare of the Township to replace water mains throughout the Township together with any appurtenances and attachments thereto and any related site improvements (the "Capital Improvements"); and

WHEREAS, the issuance by the Township of bonds under Section 517 of Act 34 in an amount not to exceed Six Million Dollars (\$6,000,000) (the "Bonds") for the purpose of financing costs of acquisition and construction of the Capital Improvements appears to be the most practical means to that end; and

WHEREAS, the Township intends to pay the principal and interest of the Bonds from the revenues received by the Township from the operations of the water supply system; and

WHEREAS, Section 517 of Act 34 requires that the aggregate outstanding balance of municipal securities issued thereunder by a township not exceed 5% of the state

equalized valuation of the property assessed in that township, and after the issuance of the Bonds, the outstanding balance of all municipal securities issued under Section 517 of Act 34 by the Township will not exceed this limit; and

WHEREAS, a notice of intent to issue the Bonds must be published in order to comply with the requirements of Section 517 of Act 34; and

WHEREAS, the Internal Revenue Service has issued Treasury Regulation § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended, governing proceeds of debt used for reimbursement, pursuant to which the Township must declare official intent to reimburse expenditures with proceeds of such debt before making the expenditures.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Clerk is hereby authorized and directed to publish a notice of intent to issue the Bonds in the *Delta-Waverly News Herald* and the *Grand Ledge Independent*, newspapers of general circulation in the Township.
2. The notice of intent shall be published as a one-quarter (1/4) page display advertisement as required by Section 517 of Act 34 in substantially the following form:

NOTICE TO ELECTORS AND TAXPAYERS OF THE
CHARTER TOWNSHIP OF DELTA
OF INTENT TO ISSUE BONDS SECURED BY THE TAXING
POWER OF THE TOWNSHIP AND RIGHT OF REFERENDUM THEREON

PLEASE TAKE NOTICE that the Township Board of Trustees of the Charter Township of Delta, County of Eaton, Michigan, intends to issue and sell general obligation capital improvement bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended, in an amount not to exceed Six Million Dollars (\$6,000,000), for the purpose of paying all or part of the cost of replacing water mains throughout the Township together with any appurtenances and attachments thereto and any related site improvements. The bonds may be issued in one or more series and may be combined with bonds for other purposes as shall be determined by the Township Board of Trustees. Each series of the bonds will mature in annual installments not to exceed thirty (30) in number, with interest on the unpaid balance from time to time remaining outstanding on the bonds to be payable at rates to be determined at sale of the bonds.

SOURCE OF PAYMENT OF BONDS

The Township intends to pay the principal and interest of the bonds from the revenues received by the Township from the operations of the water supply system. The revenues will consist of rates and charges billed to the users of the water supply system. The rates and charges may from time to time be revised to provide sufficient revenues to provide for the expenses of operating and maintaining the water supply system, to pay the principal of and interest on the bonds and to pay other obligations of the water supply system and to provide reserves therefor. **In case of the insufficiency of the water**

supply system revenues, the principal of and interest on the bonds shall be payable from the general funds of the Township lawfully available for such purposes including property taxes levied within applicable charter, statutory and constitutional limitations.

RIGHT OF REFERENDUM

THE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A VALID PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OR 15,000 OF THE REGISTERED ELECTORS, WHICHEVER IS LESS, RESIDING WITHIN THE TOWNSHIP, IS FILED WITH THE TOWNSHIP CLERK WITHIN FORTY-FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF SUCH PETITION IS FILED, THE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS OF THE TOWNSHIP VOTING THEREON.

THIS NOTICE is given pursuant to the requirements of Section 517, Act 34, Public Acts of Michigan, 2001, as amended. Additional information can be obtained from the Township Manager's office.

Mary R. Clark, Township Clerk
Charter Township of Delta

3. The Township Board of Trustees does hereby determine that the foregoing form of Notice of Intent to Issue Bonds, and the manner of publication directed, is adequate notice to the electors of the Township and is the method best calculated to give them notice of the Township's intent to issue the Bonds, the purpose of the Bonds, the security for the Bonds, and the right of referendum of the electors with respect thereto, the newspapers named for publication are hereby determined to reach the largest number of persons to whom the notice is directed, and the newspapers comply with the requirements of Act No. 247, Public Acts of Michigan, 1963.

4. The Township makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) The Township reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Capital Improvements which will be paid from the general funds of the Township.
- (b) The expenditures which the Township will reimburse from proceeds of the Bonds will be expenditures made to pay certain costs of the Capital Improvements which were or will be paid subsequent to sixty (60) days prior to the date hereof or which will be paid prior to the issuance of the debt from the general funds or capital fund of the Township or the water system enterprise fund.
- (c) The maximum principal amount of debt expected to be issued for the Capital Improvements, including issuance costs, is

\$6,000,000, which debt may be issued in one or more series and/or together with debt for other purposes.

- (d) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Capital Improvements are placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the Township's use of the proceeds of the Bonds to reimburse the Township for a capital expenditure made pursuant to this resolution.
- (e) The expenditures for the Capital Improvements are "capital expenditures" as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of "placed in service" under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).
- (f) No proceeds of the borrowing paid to the Township in reimbursement pursuant to this Resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in paragraph (d) above

5. Bendzinski & Co., Municipal Finance Advisors, is hereby retained to act as Registered Municipal Advisor to the Township for the Bonds.

6. The Township recognizes that Miller, Canfield, Paddock and Stone, P.L.C., has represented from time to time, and currently represents, financial institutions and other potential participants in the bond financing process for unrelated projects, any of which might offer to purchase the Bonds. The Township appoints Miller, Canfield, Paddock and Stone, P.L.C. as bond counsel for the Bonds, notwithstanding the potential concurrent representation of any such bidder regarding any unrelated matter.

7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Township Board of Trustees of the Charter Township of Delta, County of Eaton, State of Michigan, at a Regular meeting held on Monday, March 4, 2013 at 6:00 o'clock p.m., Eastern Time, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act 267.

I further certify that the following Members were present at said meeting: Supervisor Kenneth Fletcher, Clerk Mary Clark, Treasurer Howard Pizzo, Trustees Jeff Hicks, Dennis Fedewa, Doug Kosinski, and Karen Mojica and that the following Members were absent: None.

I further certify that Member Pizzo moved for adoption of said resolution and that Member Clark supported said motion.

I further certify that the following Members voted for adoption of said resolution: Supervisor Fletcher, Clerk Clark, Treasurer Pizzo, Trustees Hicks, Fedewa, Kosinski, and Mojica and that the following Members voted against adoption of said resolution: None.

XV. MANAGER'S REPORT - None

XVI. COMMITTEE OF THE WHOLE

6. Vending Ordinance – Mark Graham

Community Development Director Mark Graham noted that for the past year, the Clerk's Office and the Community Development Department had been working on amendments to the Township's Vending Ordinance which had resulted in several amendments to the Ordinance. He noted that proposed amendments were reviewed by the Board in October at which time a number of concerns were raised and staff subsequently followed up with further research and revisions. Mr. Graham proceeded to provide the Board with an overview of the various sections of the Vending Ordinance that had been proposed to be amended. It was the consensus of the Board to proceed.

7. Library Year-End Report – Cherry Hamrick

Ms. Hamrick stated that the Library's circulation continued to increase, but as revenues decreased, the Library continued to do more with less. 2012 Statistics were provided for items in the Library's collection, Library card holders, programs attended, programs offered, twitter followers, and Facebook Friends. Special events provided at the Library were fully funded by the Friends of the Library which included Run for Reading, Jingle Belle, and a Mac and Cheese Cook-off. The Library continued to add art work from local artists for display in the Library building. Audio books and Ebooks continued to be very popular with circulation doubling from 2011 to 2012. The on-line language

program entitled “Mango Languages” offered 45 different languages. Program Statistics for 2012 were provided for the Youth Department which promoted summer reading, as well as the Adult Department which provided outreach visits to senior housing within the Township.

Youth programs scheduled for 2013 consisted of Battle of the Books, Chess Tournament, Self Defense for Teens, Dr. Seuss Party, Teen Poetry Showcase, Spring Break Carnival, National Library Week Open House, Teen Job Workshop, and Star Wars Invades the Library. Adult programs scheduled for 2013 consisted of Battle of the Books, Chocolate Bake Off, computer classes, Coupon Swap Group, Writer’s Roundtable, Local Authors Fair, MyDelta Photography Contest, 4th Annual Volunteer Fair, and the 3rd Annual Home Brewed Beer Contest. Work would be continued on the non-motorized trail that would traverse around the Library from Sharp Park to Maycroft Road and a 5th year celebration would be held for the opening of the new Library, as well as a 15 year celebration as a District Library. Ms. Hamrick announced that this year would be Mike Moore’s last year serving as President of the Library Board and that a reception would be held honoring Mr. Moor’s service in the near future.

8. Delta Patrol Year-End Report – Lt. Campbell

Lt. Campbell’s report to the Board consisted of an Event’s Report which included duties performed by a deputy self-initiated or dispatched to in Delta Township, excluding traffic stops. Crime Statistics for 2011/2012 were given for all major offences that were most common within Delta Township, as well as 2011/2012 Crash Statistics. Traffic encounters were up significantly from 2011 and that traffic citations had a slight decline. 2012 Community Services Activities included DARE classes, school safety programs, school service calls, community service events, and general patrol activity. 2011/2012 Commercial Vehicle Enforcement had declined which was contributed to the lack of frost laws in 2012, as well as changes in Federal law that made inspection requirements for qualified commercial vehicles less stringent. 2012 Commercial Motor Vehicle fines collected in 2012 were carried over from 2011 with approximately \$15,000 in outstanding fines.

Department Clerks transcribed tape recorded interviews. State law required interviews to be recorded on major crimes such as life offenses or 20 year felonies. The major difference between 2011 and 2012 transcription statistics was the fact that there was a double homicide in 2011. Starting in the fall of 2012, the Department focused traffic enforcement on Saginaw Highway which resulted in a decrease of traffic violations. The Department would be receiving a traffic grant from the Office of Highway Safety Planning for 2013. The Department purchased a Crime Mapping software system which the public would be able to view for crime activity by neighborhood. The Department has been working very closely with the Fire Department as part of the Metro Haz-

mat Team that dealt with hazardous materials. This has been a very valuable resource for deputies when dealing with meth activities.

9. Fire Department Year-End Report – Chief Clark

Chief Clark reported that the Fire Department had 5,564 runs in 2012 which was an increase from 2011 by approximately 1,000 runs. The increase was a result of Delta joining Looking Glass Fire Authority. Fire alarms have increased from previous years with the two largest fire losses located in Watertown Township. The Department participated in Emergency Management which focused on preparing communities for disasters. Training activities are held in order to provide staff the opportunity to refresh their skills and receive updates and information regarding processes used during actual disaster events. A substantial amount of grant money was received from the State for Emergency Management. The department performed ice and water rescue training every year utilizing the Grand River and the pond located within Sharp Park. Grant money was received in 2012 for a new ambulance, personnel training, department radios, a new Training Coordinator position, upgrades to the radio system, the purchase of 6 new Lifepak 15 heart monitor/defibrillators, and a Chemical, Biological, Radiological, Nuclear, and Explosive Event response vehicle (CBRNE). The CBRNE vehicle was the primary response vehicle for meth labs.

10. 2012 Finance Year-End Report – Jeff Anderson

Finance Director Jeff Anderson reported that the Township completed the audit field work for 2012, however, he pointed out that the statements Board members had before them this evening were unaudited and were subject to revision. He noted that the following statements were modified accrual based statements which was somewhat different than full accrual accounting. Mr. Anderson proceeded to summarize the 2012 General Fund Balance by noting that total assets in the General Fund were up \$100,000 with a slight decrease in total liabilities. It was noted that last year, the Governmental Accounting Standard Board instituted a new Standard 54 which changed the categories of the Fund Balance. Those funds consisted of “Nonspendable” which were prepaid expenditures, “Restricted” which were budget stabilization funds, and “Assigned” which were funds designated by management to be used for specific purposes. Examples of “Assigned” categories are Future Road Projects, Economic Development, Retiree Health Insurance Costs, Non-Motorized Transportation, Capital Improvements, County Drains, and Compensated Absences. There was a positive fund balance of \$280,000 at the end of 2012 in the General Fund.

Mr. Anderson reviewed the General Fund Balance Revenues by source, as well as expenditures by department. He focused on changes that took place from

2012 to 2011 and why those changes had occurred. It was noted that all Township Departments came in under budget. Net change in Fund Balance was \$281,296 for 2012 versus \$294,842 in 2011. The Township's Sewer Fund total revenue for 2012 was \$4,035,600.00 which was a decrease of 1.3% from 2011 and total expenditures were \$4,067,597.00 resulting in an increase of 0.3% from 2011. Net revenue over expenditures was a negative \$1,401,890.00 and a cash balance of \$9,731,508.00 after taking into account depreciation. The Township's Water Fund total revenue was \$5,632,273.00 in 2012 versus \$5,360,744.00 from 2011 resulting in an increase of 5.1%. Total Expenditures, including depreciation, totaled \$5,252,282.00 in 2012 versus \$5,070,149.00 in 2011 resulting in an increase of 3.6%. Net revenue over expenditures was \$379,991.00 in 2012 versus \$290,595.00 in 2011. Increase in revenue within the Water Fund was contributed to a dry summer and an increase in water usage. Cash balance was \$8,005,110.00 in 2012 with additional funds being used to complete the radio read meter program. The radio read program saved the Township approximately \$50,000 a year that was paid to the Board of Water & Light to read the Township's water meters.

Mr. Anderson reviewed the Ambulance Fund which is where the Township levied the millage and transferred the costs of paramedic services back to the General Fund. The Fund Balance at the end of 2012 was \$2.4 million. The Capital Projects Fund was a savings account for all Township vehicles and large purchases such as fire trucks. The Capital Projects Fund had a balance of approximately \$1.8 million.

11. Clerk's Office Year-End Report – Mary Clark

Clerk Clark reviewed the statutory duties of the Clerk, as well as other functions the Clerk's Office performed. Ms. Clark mentioned the fact that Deputy Clerk Tracy Ruiz will celebrate her 35th anniversary with the Township, Heather Bouck will celebrate her 8th anniversary with the Township, and Anne Swink celebrated 33 years of service with the Township. The Clerk's office held field trips with Delta Center School each year that engaged students in mock Board meetings and elections. Statistical information was provided on the number of registered voters within the Township and the fact that registrations increased during election years. Burials were down last year which could be contributed to more cremations due to the significant cost difference. Board activity information provided illustrated when the Board was performing their due diligence on matters of public policy by the number of resolutions that were passed. There were four elections held in 2012 and that passport revenue was up from last year. Other activities the Clerk's Office performed was maintaining the Qualified Voter File (QVF) for Delta Township, recodification of ordinances, amendments to the vendor, amusement and entertainment ordinances, recycling grant applications, and redistricting. Ms. Clark said she had the pleasure of working with a very dedicated and professional staff Township wide

as Township Clerk and during her volunteer work. Ms. Clark noted that she had found that the employees were proud of the Township and were committed to making the Township a better place.

XVII PUBLIC COMMENTS

Dave Forsberg, 321 Harpers Way, expressed concerns with the Township's current Noise Ordinance and the fact that an earlier version of the ordinance restricted construction activity after 7:00 p.m. Mr. Forsberg asked that the Board consider reinstating the stipulation that would restrict construction activities after 7:00 p.m.

XVIII ADJOURNMENT

Supervisor Fletcher adjourned the meeting at 8:13 p.m.

CHARTER TOWNSHIP OF DELTA

KENNETH FLETCHER, SUPERVISOR

MARY CLARK, CLERK